

Membership Committee



Randall Furrow, Chair

Wednesday, June 11, 2008
5:00 pm to 6:00 pm
Public Health
4041 North Central Avenue, Phoenix
15th floor, Joshua Room

4041 North Central Avenue
Suite 1537 • Phoenix, AZ 85012-3329
(602) 506-6321 phone
(602) 506-6896 fax
PlanningCouncil@mail.maricopa.gov

Meeting Minutes

Attendance

Committee Members *AT: Attended AB: Absent EX: Excused ALT: Alternate Present*

AT Barr Jenkins EX Charlton Wilson AT Fernando Kitcheyan AT Jared Vega

AT Larry Stähli AT Randall Furrow AT Ron Hill

Guests

Support Staff: John Sapero

Welcome, introductions and declarations of any conflicts-of-interest

Randall Furrow called the meeting to order and welcomed the attendees. Everyone introduced him/her self and declared any conflicts-of-interest.

Determination of quorum

Randall Furrow determined that quorum was established, with five of six members present at 5:25 pm.

Review of the meeting minutes and action items from prior meetings

The committee silently read the summary minutes from the May 14, 2008 meeting. No corrections were voiced.

Funding is provided by the United States Department of Health and Human Services, the Ryan White HIV/AIDS Treatment Modernization Act of 2006 and the Maricopa County Department of Public Health.

All of the documents discussed may be requested from Planning Council Support.

The committee may vote to go into Executive Session for the purpose of discussion or consultation for legal advice with the County attorney or attorneys on any matter listed on the agenda pursuant to A.R.S. §38-431.03 (A)(3).

Committee Chair update

Randall Furrow discussed that Dr. Charlton Wilson was having some temporary challenges with attending the meeting and would be considered on a leave of absence.

Also, Jared Vega and David Aguirre have been approved by the Board of Supervisors for appointment to the Planning Council.

Determination of executive session

MOTION: Larry Stähli moved to go into executive session to discuss the following items confidentially:

- Review the current membership profile to ensure appropriate representation on the Council, as mandated by HRSA and the Planning Council Bylaws;
- Determine current members who are at risk of voluntarily resigning from the Council or any committee due to excessive absences, and what action to take;
- Review of applications for membership to the Council, including re-applications from existing members and alternate designations;
- Determination of applicants to be interviewed;
- Review of completed interviews to determine recommendations for appointments and committee assignments;
- Determination of any recruitment strategies needed to meet membership goals.

Fernando Kitcheyan seconded.

DISCUSSION: None.

OUTCOME: The motion passed and executive session began at approximately 5:27 pm.

The executive session ended at 5:48 pm. Randall Furrow related that the committee will contact reviewed the interview summaries of Manjeera Adusumalli. Additionally, the attendance records for all Council members were reviewed, and those who have attendance issues will be contacted.

MOTION: Larry Stähli moved to forward Manjeera Adusumalli to the full Planning Council for approval for appointment by the BOS. Ron Hill seconded.

DISCUSSION: None.

OUTCOME: The motion passed.

Recognition dinner planning

Randall Furrow discussed that the dinner will take place on Thursday, June 19th, from 7:00 pm to 9:00 pm at Sam's Café restaurant at Biltmore Fashion Park. Randall asked committee members to encourage Council Members to RSVP for the event.

MEETING MINUTES *continued*

Training Survey development

This item was tabled.

Exit Interview development

Randall Furrow reviewed the current draft exit interview. He discuss that the document was a good tool and recommended that the committee reinstate the document and forward it to members who have recently resigned. He added that the document could also be useful to survey Planning Council members.

The committee reached a consensus to accept Randall's recommendations.

Determination of agenda and action items for the next meeting

The committee determined that there would be no July meeting. The next meeting will take place on Wednesday, August 13, 2008.

Agenda Items for the next meeting (other than standard agenda items for this committee):

Applicant interviews

Review completed exit interviews

Action Items to be completed by the next meeting

Task	Assigned To
Send exit interview document to recent resigned members	John Sapero

Current events summaries

No current events were voiced.

Call to the public

John Sapero discussed that AIDS Walk 2008 will take place on Sunday, October 5, 2008.

Adjourn

The meeting adjourned at approximately 6:00 pm.